



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 1700.6A
B 37
13 NOV 2002

MARINE CORPS BASE ORDER 1700.6A

From: Commanding General
To: Distribution List

Subj: MARINE CORPS COMMUNITY SERVICES ADVISORY COUNCIL (MCCS AC)

Ref: (a) MCO P1700.27A

1. Purpose. Per the reference, establish the MCCS AC MCB, Quantico, and define its mission and operating procedures.

2. Cancellation. MCBO 1700.6.

3. Background

a. In 1999, the Morale, Welfare, and Recreation Division and the Personal Services Branch, G-1 consolidated to form the MCCS Division.

b. This Order establishes an MCCS AC, which will act as a "Board of Advisors" with the responsibility to provide advice to the CG MCB, Quantico, on important MCCS issues.

4. Information

a. The mission of the MCCS AC is to act as an advisory body to the CG MCB on matters relating to quality of life MCCS issues. The CG MCB will review and consider for action the recommendations of the MCCS AC.

b. The MCCS AC will have 14 members, 8 voting and 6 nonvoting/ex officio. The following represents the composition of the MCCS AC:

- (1) Chairperson, C/S MCB;
- (2) Sergeant Major, MCB;
- (3) CG MCCDC, one senior officer;
- (4) CG MARCORSYSCOM, one senior officer;

- (5) CO MCAF, one senior officer;
- (6) President, MCU, one senior officer;
- (7) CO HqSvcBn; and
- (8) Spouse (to be appointed by CG MCB).

c. The following will serve as nonvoting/ex officio members:

- (1) Director, MCCS Division;
- (2) Deputy Director, MCCS Division;
- (3) Comptroller, MCCS Division;
- (4) Counsel to the CG MCB;
- (5) MCCS appointed recorder; and
- (6) Base Chaplain.

d. Five voting members of the Council represent a quorum and are authorized and empowered to act for the organization as a whole. The chairperson may accept the proxy vote of absent principals if a quorum is present at a meeting. Appointment to the Council is in addition to the regularly assigned duties of the members concerned.

e. Standing committee meetings, as required, when possible, will precede MCCS AC meetings. Committee reports or recommendations will be made a matter of record and be presented at the next MCCS AC meeting. In addition to the below listed committees, any additional MCCS related group, board or committee now in existence or formed in the future may be standing committees of the MCCS AC.

- (1) Family Advocacy Committee.
- (2) Parent Advisory Board.
- (3) SNCOs' Club Advisory Board.
- (4) Officers' Club Advisory Board.
- (5) Single Marine Program Committee.

- (6) Relocation Assistance Coordinating Committee.
- (7) Medal of Honor Golf Course Advisory Board.
- (8) Family Child Care Quality Review Committee.
- (9) Semper Fit Council.
- (10) Marine Corps Family Team Building Support Council.
- (11) Exceptional Family Member Program Advisory/Support Council.

f. The MCCS AC will make recommendations to the CG MCB concerning issues and initiatives pertaining to the multidisciplinary councils. The MCCS AC will be provided an end of year financial brief and provide recommendations to the CG MCB as appropriate.

5. Action

a. Chairperson

(1) Call a meeting of the MCCS AC during the first week of March, June, September, and December, or as necessary.

(2) Provide meeting announcements and agenda to Council members and the CG MCB at least 10 days prior to each meeting.

b. Members

(1) Review and make recommendations to the CG MCB on the following issues:

(a) Overall operation of the MCCS Program and make recommendations for improvement.

(b) Major MCCS policy issues as appropriate.

(c) Review minutes of the standing committees.

(2) Submit agenda items to the chairperson via the Recorder at least 15 days prior to scheduled meetings.

(3) Reserve the right to submit, individually or collectively, minority reports. These reports will be signed and given to the recorder within 5 days after the meeting for submission as an enclosure to the record of proceedings.

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c. Recorder. The recorder will consolidate and forward to the Chairperson, the meeting minutes from all MCCS committees, along with a proposed meeting agenda. These minutes will be provided to the CG MCB along with the proposed meeting agenda. Compile the meeting minutes with the CG MCB (minutes from all other committees/council) and deliver to the members one week prior to the scheduled meeting.


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